

# **CAMDEN-WYOMING SEWER & WATER AUTHORITY**

P.O. BOX 405, CAMDEN-WYOMING, DELAWARE 19934

## ***Minutes of the Camden-Wyoming Sewer and Water Authority Regular Session - Authority Meeting Held on September 13, 2011***

**Authority Members present:**

Mr. Mark Dyer  
Ms. Tracey Green  
Mr. Michael McFann  
Mr. Michael Quinn  
Ms. Tracy Torres  
Mr. James Winchell

**Also in attendance representing  
the CWS&WA:**

Mr. Harold Scott, Authority Superintendent  
Mr. Soheil Gharebaghi, P.E., Authority Engineer  
Mr. George Luff, CPA, Authority Accountant  
Ms. Mary Sherlock, Esq., Authority Attorney

**Public in Attendance:**

Meeting Attendance/Sign-in Sheet;  
available at the CWS&WA Office

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The Camden-Wyoming Sewer and Water Authority (CWS&WA) met at the CWS&WA Office on September 13, 2011. The meeting was called to order at 7:03 p.m. by the Chairperson, Mr. Dyer.

**Maintenance & Operations Status (Superintendent Report):**

Mr. Scott distributed the period's Operation and Maintenance Report and discussed the same. Mr. Scott reported that, fortunately, the recent earthquake and hurricane Irene had not caused major damages to the Authority's infrastructure. Mr. Scott noted that some sanitary sewer pump stations had been inundated during the storm and anticipated that Kent County's sewer billing would be higher than normal because of infiltration and inflow (I&I). Mr. Scott also noted that the electric panel at well 2R needed to be replaced, which would cost more than \$26,000. He also indicated that a generator needed to be added to the well house at the cost of approximately \$38,000.

Mr. Scott indicated that the Department of Natural Resources and Environmental Control (DENREC) had renewed the Authority's water allocation permit. However, the Authority needed to prepare for the installation of an additional back up source water well, Mr. Scott added. The costs associated with the necessary planning, design, aquifer selection, test wells, etc. was estimated to be more than \$250,000, Mr. Scott added.

### **Engineering Report:**

Regarding Camdel Metals and the unknown organism causing blockages in the Willow Grove Road sewer system, Gharebaghi indicated that the frequency with which the vicinity sewer mains had been cleared by the Authority's crews had been reduced which might have been as a result of altered wastewater characteristics at Camdel Metals. Updated reports regarding the matter would be presented at future Regular Meetings, as needed, Gharebaghi added.

Gharebaghi discussed the projects which had been slated for the Authority's next construction period and their probable costs. Gharebaghi indicated that the aging sewer and water infrastructure within the Authority's service area was increasingly susceptible to failure which would necessitate further efforts in planning and implementing capital improvements projects so as to maintain the reliability of the Authority's systems. Gharebaghi cautioned against reductions in capital improvement projects' funding since the cumulative impact of neglect could cause unnecessary additional expenditures.

### **Legal Report:**

Ms. Sherlock reported that she had been contacted by Mr. Salame's attorney regarding prepaid sewer and water impact fees for the development of the Greens at Wyoming. Ms. Sherlock indicated that Mr. Salame had requested to be on the agenda of the Authority's next Regular Meeting to discuss the project impact fees.

### **Approval of the Consent Agenda:**

Motion: Ms. Tracy Green made a motion to approve the Consent Agenda, seconded by Mr. McFann. Motion carried unanimously.

### **Fiscal Year 2011-2012 Budget**

Mr. Luff indicated that per the request of the Chairperson, and pursuant to the recommendations that had been made at the Budget Workshop, held on August 25, 2011, a revised budget had been drafted. Mr. Luff noted that the Board needed to decide between the original draft budget and the one which slashed expenses which could have long term implications.

Mr. Luff noted that the reduction of about \$149,000 and \$59,000 in water and sewer funding, respectively, would result in the increased length of time required to replenish \$700,000 necessary to complete sewer and water capital projects.

Mr. Luff indicated that the original draft budget had included a 4% increase in the Authority employees salaries. Mr. Winchell indicated that he needed more information regarding the Authority employee's current salaries before he could decide whether any increases were warranted.

Mr. Dyer indicated that the proposed reduction in 198 irrigation meters' flat rates would result in \$18,800 reduction in revenues. Ms. Torres noted that the shortfall in revenues could be partially offset by the elimination of the proposed 4% salary increases.



**Fiscal Year 2011-2012 Budget (cont.)**

The Board considered a middle ground option between the original draft budget and the budget recommendations which had been discussed at the budget workshop.

After deliberations regarding the proposed budget, the following was decided:

Motion: Ms. Green and Ms. Torres made a motion to use the middle ground budget between the original draft budget, presented by Mr. Luff at the Authority's Budget Workshop, held on August 25, 2011, and the reductions recommended at the Budget Workshop, modified to reflect no increases in the Authority employees' salaries, and reduction in irrigation water meter flat charges, to effectively decrease the Authority's rates by 9%, seconded by Mr. Winchell. Motion carried with a majority vote as follows:

Mr. Quinn .....	Nay
Ms. Green .....	Aye
Mr. Winchell .....	Aye
Ms. Torres .....	Aye
Mr. McFann .....	Nay
Mr. Dyer .....	Abstained

**Visitors' Comments:**

Mayor Maly asked if Kent County could be approached to negotiate the excess I&I treatment charges. Mr. Scott explained that the County's sanitary sewer treatment charges were not negotiable and Kent County expected the full payment for the same.

Mr. Justin King indicated that his experience with the Authority personnel had been pleasurable. Mr. King also praised the Authority's employees for their professionalism and noted that in his estimation and according to his grandfather, the Authority's superintendent was an asset to the community. The Authority employees' efforts were appreciated, Mr. King added.

Ms. Lisa Jones, speaking on behalf of the Authority employees, indicated that the employees had requested to meet with the Board regarding the attitudes, bordering on harassment, which had been dealt the employees outside of their work environment. Mr. Dyer noted that the Board could hear the employees' comments during the Authority's Regular public Meetings since there were no individual issues about which to meet in an executive session. Ms. Jones indicated that the employees of the Authority wished for the Board to hear their concerns and understand the recent newspaper articles' impacts on the employees from the employees' perspective. Mr. Parrish, the Authority's construction foreman, also addressed the board expressing concern regarding the Authority employees' ability to effectively help the Authority's customers should the capital projects' budget be slashed.

**Visitors' Comments (cont.):**

Ms. Green suggested that the Authority's employees ought to meet with Mr. Scott regarding their concerns. Tough decisions have had to be made by the Board, including the elimination of the proposed 4% pay increases for the Authority's employees for the upcoming fiscal year, Ms. Green added. Mr. Parrish indicated that the Authority's employees could do without a 4% pay increase. However, the necessary physical construction work needed appropriate funding, he added.

Mr. Dyer indicated that he could meet with the employees so long as a quorum of the Board Members were not in attendance.

Mr. Conroy, a Barclay Farm resident, complemented the work of the Authority's office staff and referred to their work as "professional."

**Adjournment:**

The Regular Meeting was adjourned into an Executive Session at 8:40 p.m. for the discussion of legal matters.

Motion: Mr. McFann made a motion to adjourn the Regular Meeting into an Executive Session, seconded by Ms. Torres. Motion carried unanimously.

The Regular Meeting was reconvened at 9:00 p.m. for the purpose of adjourning the Regular Meeting.

Motion: Ms. Green made a motion to adjourn the Regular Meeting, seconded by Ms. Torres. Motion carried unanimously.

The Regular Meeting adjourned at 9:01 p.m.

The next Regular Meeting will be held on October 11, 2011, at 7:00 p.m.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.  
CWS&WA Superintendent